

# **MINIMUM STANDARDS FOR COUNTY LAW LIBRARY**

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State Court Administrative Office  
Michigan Hall of Justice  
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## **Minimum Standards for County Law Library**

### **A. Need for County Law Libraries**

"Generally, the trial judge and the average practicing attorney rely entirely upon the county law library to supply them with legal research materials. The trial courts are the very core of the American judicial system. These courts are the first, and usually the only, point of contact an individual will have with our legal system. It is important that the judges and attorneys who practice before them have easily available the necessary legal research materials to insure the individual, and society as a whole, the protection of the law." [The Development of the County Law Library, Jacquelyn Jurkins, 62 Law Library Journal]

"The function of a law library in the operation of our justice system is largely unnoticed and little understood by the general public. \*\*\*\*\*The trial stage of a case is the phase of a court proceeding that the public is most familiar with. But what perhaps escapes the general public is that a trial of any case is preceded by hours of preparation by the attorneys for the parties. \*\*\*\*\*In almost every trial, the court has questions of law which require research. These hours of research by attorneys and by trial judges go unobserved and unreported in the media. \*\*\*\*\*A law library serves the vital function of providing the tools for research for those involved in our justice system." [Pontiac - Oakland Legal News, April 30, 1976]

### **B. Purpose of Standards**

These standards are suggested as an aid to the formulation of a program for the individual county law libraries. They are based upon the assumption that private law offices are adequately equipped with those publications, such as legal form books, etc., which are devoted to the "mechanics" of the practice rather than to the substantive or procedural law, and those which are devoted to specialized areas of the law in which the individual attorney may engage but which are seldom encountered by the general practitioner or the local courts, such as works on admiralty law, patents and copyrights, etc.

These standards are further based upon the practical knowledge that the funding available to most county law libraries precludes the achievement of the "ideal" and that the funds not used for the cost of supplemental "upkeep" service on existing publications, should be allocated to the purchase of additional works on some system of priority of need.

### **C. Minimum Standards of County Law Libraries**

#### **1. Introduction**

These standards are limited to those research materials appropriate to practice in and before the courts of the State of Michigan, and do not include materials which might be necessary for practice in the federal courts or before various federal and state administrative tribunals.

These standards are divided into categories designed to identify and utilize necessary priorities and to distinguish the various publications by content, scope, purpose, and manner of use. Within each category, the publications are designated within type

groupings, and the publications available within each type are listed without order of preference.

## **2. Publication Designations**

### **a. Mandatory Publications = \*\*\***

Those publications designated as "mandatory" are considered to be of such basic importance that their unavailability to the court may result in substantial risk of judicial error, and attorneys without ready access to them cannot be expected to adequately represent members of the public involved in civil or criminal litigation before the courts.

### **b. Necessary Publications = \*\***

Those publications designated as "necessary" are so designated, not because they are not essential to competent adjudication and legal representation, but because the need for them is less frequent, and when it occurs, is not often so pressing in time as to preclude consulting them in a larger and most distant law library. It should be born in mind, however, that these publications are nevertheless necessary components of any reasonable adequate law library, and that the time and expense involved in consulting them in distant locations and the possibility of judicial error and inadequate representation from their relative inaccessibility, must inevitably be reflected in not only the cost but the quality of the administration of justice to the public.

### **c. Desirable Publications = \***

Those publications designated as "desirable" are so designated because it is felt that the cost of their acquisition and upkeep, considered in the context of the prevailing inadequacy of available funds, may outweigh the necessity of their acquisition for the law libraries of the less populous counties.

### **d. Alternative Publications = &/or**

Where publications are of identical or sufficiently similar content and format to so permit, they are designated alternative publications. Similar publications purposes by their publishers to be acceptable alternatives, but considered inadequate by these standards, are omitted.

## **3. Michigan**

### **a. Annotated Statutes**

\*\*\* Michigan Compiled Laws Annotated. West Group.  
87 Vols. Shelf space: 12 ft  
&/or

\*\*\* Michigan Compiled Laws Service. LexisNexis.  
75 Vols. Shelf space: 11ft.

**b. Reports of Court Decisions**

\*\*\* Michigan Reports (Official Supreme Court). Darby Printing Co.  
465 Vols. Shelf space: 60 ft.

\*\*\* Michigan Reports Advance Sheets (Official). Darby Printing Co.

\*\*\* Michigan Appeals Reports (Official Court of Appeals). Darby  
Printing Co.  
250 Vols. Shelf space: 36 ft.

\*\*\* Michigan Appeals Reports Advance Sheets (Official). Darby Printing  
Co.

**c. Annotated Court Rules**

\*\*\* Michigan Court Rules Practice: Text. West Group.  
7 Vols. Shelf space: 2 ft.

\*\*\* Michigan Court Rules Practice: Forms. West Group.  
5 Vols. Shelf space: 1 ft.

**d. Digests**

\*\*\* Callaghan's Michigan Digest. LexisNexis.  
42 Vols. Shelf space: 6 ft 6 in.

&/or

\*\*\* West's Michigan Digest 2d. West Group.  
53 Vols. Shelf space: 9 ft.

**e. Citators**

\*\*\* Shepard's Michigan Citations. 1994. Lexis Publishing.  
7 Vols. Shelf space: 16 in.

**f. Jury Instructions**

\*\*\* Michigan Model Civil Jury Instructions. 2002. Institute of  
Continuing Legal Education.  
2 Vols. Shelf space: 7 in.

\*\*\* Michigan Criminal Jury Instructions. 2nd. Institute of Continuing Legal Education.  
3 Vols. Shelf space: 9 in.

**g. Encyclopedias and Texts of Michigan Law**

\*\*\* Michigan Law and Practice Encyclopedia. LexisNexis.  
31 Vols. Shelf space: 4 ft. 2 in.

\*\*\* Michigan Law and Practice Encyclopedia. 2nd. (Abatement-Licenses) LexisNexis.  
20 Vols. Shelf space: 5 ft. 6 in.

&/or

\*\*\* Michigan Civil Jurisprudence. West Group.  
36 Vols. Shelf space: 5 ft. 6 in.

\*\*\* Michigan Pleading and Practice. 2nd.  
27 Vols. Shelf space: 3ft.

\*\*\* Michigan Criminal Law and Procedure With Forms. (Gillespie) 2nd. Edition. West Group.  
23 Vols. Shelf space: 3 ft 9 in.

**4. Federal**

**a. Annotated Statutes**

\*\*\* United States Code Annotated. West Group.  
314 Vols. Shelf space: 39 ft. 9 in.

&/or

\*\*\* United States Code Service. LexisNexis.  
280 Vols. Shelf space: 42 ft.

**b. Reports of Supreme Court Decisions**

\*\*\* Supreme Court Reporter (1882-1988) West Pub. Co.  
124 Vols. Shelf space: 24 ft.

\*\*\* West's Supreme Court Reporter. (1988- ) West Group.  
55 Vols. Shelf space: 3 ft.

&/or

\*\*\* United States Supreme Court Reports, Lawyers Edition, First Series.

Lawyers Cooperative Pub. Co.  
100 Vols. (1790-1955) Shelf space: 23 ft. 3 in.

+

\*\*\* United States Supreme Court Reports, Lawyers Edition, Second Series. LexisNexis.  
143 Vols. (1955 to date) Shelf space: 28 ft.

+

\*\*\* United State Supreme Court Reports, Lawyers Edition, Advance. LexisNexis.

**c. Lower Federal Court Decisions**

\*\* Federal Reporter, Second Series (VI-830). West Pub. Co.  
830 Vols. Shelf space: 159 ft.

+

\*\* West's Federal Reporter, Second Series. (831-999). West Pub. Co. 1988-1992.  
168 Vols. Shelf space: 35 ft.

+

\*\* West's Federal Reporter, Third Series. (1- 303). West Group. 1993-.  
303 Vols. Shelf space: 62 ft.

+

\* Federal Supplement. (1-670). West Pub. Co. (1933-1988)  
670 Vols. Shelf space: 126 ft.

+

\* West's Federal Supplement (671-999). West Pub. Co. (1988-1998)  
328 Vols. Shelf space: 77 ft.

+

\* West's Federal Supplement, Second Series. West Group. (1998- )  
215 Vols. Shelf space: 42 ft.

**d. Digests**

\*\*\* United States Supreme Court Digest. West Group.

41 Vols. Shelf space: 3 ft. 6 in.

&/or

\*\*\* Digest of United States Supreme Court Reports. LexisNexis.  
41 Vols. Shelf space: 3 ft. 6 in.

**NOTE:** Digests and Reports selected should be by the same publisher.

**e. Citators**

\*\*\* Shepard's United States Citations. LexisNexis. (1994)  
47 Vols. Shelf space: 9 ft.

\*\*\* Shepard's Federal Citations. LexisNexis. (1995)  
26 Vols. Shelf space: 5 ft. 6 in.

**5. General**

**a. Encyclopedia of Law**

\*\*\* American Jurisprudence. Second Edition. West Group.  
140 Vols. Shelf space: 24 ft. 6 in.

&/or

\*\* Corpus Juris Secundum. West Group.  
162 Vols. Shelf space: 27 ft.

**b. Annotated Case Reports**

\*\* American Law Reports Annotated, Second Series (ALR 2<sup>nd</sup>). Lawyers  
Cooperative Pub. Co.  
100 Vols. (1948-1965) Shelf space: 19 ft.

\*\* American Law Reports, Second Series, Digest, 7 Vols. Word Index,  
3 Vols.: Later Case Service,  
44 Vols. Shelf space: 7 ft. 6 in.

\*\* American Law Reports, Third Series (ALR 3<sup>rd</sup>). Lawyers  
Cooperative Pub. Co.  
100 Vols. Shelf space: 20 ft.

\*\* American Law Reports, Fourth Series (ALR 4<sup>th</sup>). Lawyers  
Cooperative Pub. Co.  
90 Vols. Shelf space: 16 ft.

\*\* American Law Reports, Fifth Series (ALR 5th). West Group.  
103 Vols. Shelf space: 16 ft.

American Law Reports, Federal, (ALR Federal). West Group.  
181 Vols. Shelf space: 28 ft.

\*\* American Law Reports, ALR Digest, (3d, 4th, 5th, Federal). West Group.  
18 Vols. Shelf space: 3 ft.

ALR Index, ALR 2d, 3d, 4th, 5th, Federal. West Group.  
Vols. 10 Shelf space: 1 ft. 8 in.

**c. Reports of Court Decisions**

\*\* Atlantic Reporter, Second Series, (1-531). West Pub. Co.  
531 Vols. Shelf space: 90 ft

+ West's Atlantic Reporter, Second Series, (532-805). West Group.  
273 Vols. Shelf space: 54 ft.

\*\* North Eastern Reporter, Second Series, (1-513). West Pub. Co.  
513 Vols. Shelf space: 87 ft.

+ West's North Eastern Reporter. Second Series. (514-774). West Group.  
261 Vols. Shelf space: 54 ft.

\*\* North Western Reporter, Second Series, (1-413). West Pub. Co.  
413 Vols. Shelf space: 59 ft.

+ West's North Western Reporter, Second Series, (414-650) West Group.  
236 Vols. Shelf space: 35 ft. 6 in.

\*\* Pacific Reporter, Second Series. (1-743). West Pub. Co.  
743 Vols. Shelf space: 135 ft.

+ West's Pacific Reporter, Second Series, (744-999). West Group.  
256 Vols, Shelf space: 69 ft. 6 in.

+ West's Pacific Reporter, Third Series. (1-52). West Group.  
53 Vols. Shelf space: 11 ft.

\*\* South Eastern Reporter, Second Series, (1-360). West Pub. Co.  
360 Vols. Shelf space: 54 ft.

+ West's South Eastern Reporter, Second Series, (361-568) West Group.  
225 Vols. Shelf space: 31 ft. 6 in.



- \*\* South Western Reporter, Second Series, (1-737) West Pub. Co.  
737 Vols. Shelf space: 114 ft. 6 in.
- + West's South Western Reporter, Second Series, (738-999) West Group.  
262 Vols. Shelf space: 39 ft. 2 in.
- + West's South Western Reporter, Third Series, (1-82) West Group.  
82 Vols. Shelf space: 12 ft. 8 in.
- \*\* Southern Reporter, Second Series, (1-512) West Pub. Co.  
512 Vols. Shelf space: 87 ft. 6 in.
- + West's Southern Reporter, Second Series, (513-823). West Group.  
310 Vols. Shelf space: 63 ft.

**d. Digests**

American Digest System. West Publishing Company

- First Decennial. 1897-1906.  
24 Vols. Shelf space: 6 ft.
- Second Decennial. 1907-1916.  
25 Vols. Shelf space: 6ft. 6 in.
- \* Third Decennial. 1917-1926.  
29 Vols. Shelf space: 6 ft. 6 in.
- \* Fourth Decennial. 1926-1936.  
34 Vols. Shelf space: 7 ft. 8in.
- \* Fifth Decennial. 1936-1946.  
52 Vols. Shelf space: 16 ft.
- \*\* Sixth Decennial. 1946-1956.  
36 Vols. Shelf space: 8 ft. 3 in.
- \*\* Seventh Decennial. 1956-1966.  
38 Vols. Shelf space: 9 ft.
- \*\* Eighth Decennial. 1966-1976.  
50 Vols. Shelf space: 12 ft. 3 in.
- \*\* Ninth Decennial. Pt. 1. 1976-1981.  
38 Vols. Shelf space: 8 ft. 8 in.
- \*\* Ninth Decennial. Pt. 2. 1981-1986.

48 Vols. Shelf space: 13 ft. 6 in.

\*\* Tenth Decennial. Pt. 1. 1986-1991.  
44 Vols. Shelf space: 9 ft. 6 in.

\*\* Tenth Decennial. Pt. 2. 1991-1996.  
64 Vols. Shelf space: 15 ft.

\*\* Eleventh Decennial. Pt. 1. 1996-2001.  
64 Vols. Shelf space: 11 ft. 6 in.

\*\* West's General Digest. (Tenth Series) REPLACED BY DECENNIAL

**e. Citators**

\* Shepard's Atlantic Reporter Citations. Fourth Edition. (1994)  
LexisNexis.  
10 Vols. Shelf space: 2 ft. 6 in.

\* Shepard's Northeastern Reporter Citations. Fourth Edition. (1995)  
LexisNexis.  
15 Vols. Shelf space: 2 ft. 8 in.

\*\* Shepard's Northwestern Reporter Citations. Fifth Edition. (1993)  
LexisNexis.  
12 Vols. Shelf space: 2ft. 6 in.

\* Shepard's Pacific Reporter Citations. Fifth Edition. (1994) LexisNexis.  
22 Vols. Shelf space: 5 ft.

\* Shepard's Southeastern Reporter Citations. Fourth Edition.  
LexisNexis.  
8 Vols. Shelf Space: 1 ft. 8 in.

\* Shepard's Southern Reporter Citations. Fourth Edition. (1994)  
LexisNexis.  
15 Vols. Shelf space: 3 ft. 6 in.

\* Shepard's Southwestern Reporter Citations. Sixth Edition. (2001)  
LexisNexis.  
10 Vols. Shelf space: 2 ft.

**f. Reporting Services**

\*\* US Law Week. Bureau of National Affairs.

\*\* Criminal Law Reporter. Bureau of National Affairs.

\* Uniform Commercial Code Reporting Service. Second Series. West Group.

\* Uniform Commercial Code, Case Digest. West Group.

**g. Periodicals**

\*\* Index to Legal Periodicals. H. W. Wilson Co.

**h. Miscellaneous**

\*\* Black's Law Dictionary. Seventh Edition. 1999. West Group.  
1 Vol. Shelf space: 3 in.

or

\*\* Black's Law Dictionary. Seventh Deluxe Edition. 1999. West Group.  
1 Vol. Shelf space: 3 in.

or

\*\* Black's Law Dictionary. Seventh Abridged Edition. 2000. West Group.  
1 Vol. Shelf space: 3 in.

&/or

\*\* Ballantine's Law Dictionary. LexisNexis.  
1 Vol. Shelf Space: 3 in.

\*\* Webster's Third New International Dictionary of the English Language, Unabridged. Merriam Pub. Co.  
1 Vol. Shelf Space: 6 in.

\* Martindale – Hubbell Law Directory for Current Year. Martindale Hubbell.  
17 Vols. Shelf space: 4 ft. 6 in.

\* Words and Phrases. West Group.  
94 Vols. Shelf space: 17 ft. 3 in.

**6. Computerized Legal Research**

Westlaw. [www.westlaw.com](http://www.westlaw.com). West Group  
Lexis. [www.lexis.com](http://www.lexis.com). LexisNexis

**7. Publishers and Book Dealers**

American Bar Association  
750 N. Lake Shore Dr.  
Chicago IL 60611

American Law Institute  
4025 Chester Street  
Philadelphia PA 19104-3099

Bureau of National Affairs, Inc  
1231 25 th Street, NW  
Washington DC 20037

Institute of Continuing Legal Education  
1020 Greene Street  
Ann Arbor MI 48109-1444

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